

**Carlisle Council on Aging Board Meeting
January 20, 2015
Carlisle Town Hall – Clark Room**

The COA Board chair called the meeting to order at 10:34am. Board Members Present: Liz Thibeault (VIA PHONE), Abha Singhal, Peggy Hilton, Liz Bishop, Elizabeth Acquaviva, Jean Sain, Lillian DeBenedictis, Walter Hickman, Donna MacMullen. Associate Members Present: Stephanie Blunt, Mary Daigle, Verna Gilbert, Gio DiNicola, Reuben Klickstein, Joan Rosazza. COA Staff Present: David Klein, Angela Smith. Friends of the Carlisle COA Present: Nancy Kuziemski.

Secretary Minutes - A motion was made to accept the December Minutes prepared by FY15 Secretary, Liz Bishop. No corrections or amendments were made. The motion was seconded and carried by voice vote.

Outreach and Program Manager's Report(s) - Angela Smith commented on her report. A motion was made by Liz Bishop to accept the December reports submitted by Angela Smith. The motion was seconded and carried by voice vote.

Social Worker's Report - The report for December was submitted by Social Worker Peter Cullinane.

Financial Report – David commented on the overall financial picture of the COA Department, highlighted fuel assistance projections, office operations and information about the newly acquired vehicle. The use of Friends of the Council on Aging grant money for fuel assistance was also discussed. David added that the full amount of the State Formula Grant has been received. Liz Thibeault (via conference phone) observed that we need to also approve the November Financial Report that was overlooked at the December board meeting. A motion was made by Elizabeth Acquaviva to accept the November and December financial reports as prepared by Director, David Klein and reviewed by FY15 Treasurer, Peggy Hilton. The motion was seconded and carried by voice vote.

Director's Report including Transportation Report - David discussed the newest vehicle acquisition and comments were made as to appropriate signage/identification for the vehicle. David talked about the Automated External Defibrillator devices that were acquired for the COA vehicles and covered the newly formatted transportation statistics table. He stated that on February 11th, 2015, the Carlisle COA, represented by board members and townspeople, will accept the Generations United Intergenerational Award in Washington, DC. A motion was made by Peggy Hilton to accept the December Director's Report and Transportation Report including statistics. The motion was seconded and carried by voice vote.

Minuteman Senior Services - As reported by COA Board Liaison, Jean Sain. Minuteman Senior Services Board Meeting Report: January 7, 2015. The Home Care staff attended End of Life training to better understand how best to meet the needs of people at this stage of their life. Staff from all programs participated in End of Life training. Elizabeth Kileen, Shine Program Director, gave a report on the Shine program. They are very busy keeping up with all the changes to the program/reporting. It takes 60 hours of training to become a Shine Counselor. Krystyn Milone, Money Management Program Manager, gave her report. Volunteers spend an average of 1 1/2 hours with each senior, helping with paying bills, checking mail, etc. The free Healthy Living programs have begun. The first session, "Powerful Tools for Caregivers," went very well. Minuteman is already planning a Meals on Wheels (MOW) campaign 2015. To raise awareness, they would like to recruit local officials, state legislators, and local "celebrities" to accompany MOW drivers on one of their delivery runs. The holiday auction raised \$10,000 (net). Minuteman is restructuring their office space and selling some office furniture. If you are interested, contact Erin Weeden, 781-272-7177. Jean presented a flyer showing some of the available items.

Friends of the Carlisle Council on Aging (FOCCOA) Update - Nancy Reported that the Friends' fundraising for this year is going well and there has been good communications with David concerning ongoing use of FOCCOA grant funds following use of the grant to pay for a portion of the new COA vehicle.

Old/New Business:

Generations United Award - Patti Russo, David Klein, John Goreki, Kerri Kissinger and his wife, daughter-in-law and granddaughter shall attend the upcoming award ceremony in Washington, DC. It is anticipated we shall be able

to utilize photographs for future additional press releases. David continues to meet with Patti regarding future intergenerational programming to benefit the COA and the town.

LRTA - David, in concert with Tim Goddard, continues to seek inclusion of funding through the LRTA grant to help subsidize the Transportation Pilot program for mobility-challenged adults.

February Meeting Proposal - Abha Singhal made a motion to cancel the February meeting due to an anticipated lack of quorum. The motion was seconded and carried by voice vote.

Sub-Committees Task Force and Groups Update - Liz Thibeault reported that the Marketing Task Force presented its report to David Klein and Angela Smith in December. The Task Force included COA Board members, one Associate member and 3 citizens at large. She addressed the process, defined terms and gave an overview of what will be covered in the forthcoming electronic version of the Marketing and Communications Strategy/Plan. Angela Smith commented that as one reads this document, one should consider volunteering to help with the ideas that interest them.

Additional Comments - Peggy suggested that we all read Being Mortal by Atul Gawande - an essay of aging and dying in America. This could potentially become the focus for an upcoming COA-sponsored program such as Community Conversations.

Reminder - The next meeting will be in March.

Many Thanks - to the Friends of the Carlisle Council on Aging and the Citizen Donor for their help with procuring the newest COA cross-over vehicle.

A motion was made by Donna MacMullen to adjourn the meeting at 12:03 pm. The motion was seconded and carried. The next COA Board Meeting will be held at **Town Hall, Clark Room at 10:30 am on Tuesday, March 17th.**

Liz Bishop, COA FY15 Board Secretary